



CITY OF HOUSTON

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Mayor

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December 16, 2013

SUBJECT: Letter of Clarification No. 1
Consulting Services and Data Warehouse for the Human Resources
Department

REFERENCE: Request for Proposal No. S37-T24838

TO: All Prospective Proposers

This Letter of Clarification is issued for the following reasons:

• **To revise the above referenced solicitation as follows:**

- 1. Extend the Proposal Due Date to Thursday, January 16, 2014 at 2:00 p.m.**
- 2. Page 3, Item PROPOSAL SUBMITTAL ~~Six (6) copies of the Proposal, including one (1) printed original signed in BLUE ink, and additional Six (6) electronic CD copies~~ shall be revised and extended to read as follows: **Twelve (12) copies of the Proposal, including one (1) printed original signed in BLUE ink, and additional **Twelve (12)** electronic CD copies****

When issued, Letter(s) of Clarification shall automatically become a part of the proposal documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

If you have any questions or if further clarification is needed regarding this Request for Proposal please contact me at 832-393-8723.

Joyce Hays

Joyce Hays
Senior Procurement Specialist